

To: Local Educational Agency Representatives

From: California Department of Education – CALPADS Team

Date: February 16, 2016

Subject: CALPADS Update FLASH #115

PRIVATE PREVIEW OF FALL 1 DATA NOW AVAILABLE

For all local educational agencies (LEAs) who certified by the December 18, 2015 Fall 1 certification deadline, the California Department of Education (CDE) has made a private preview available of their certified data. These data include preliminary:

- 2015–16 Enrollment and English Learner (EL) Data
- Local Control Funding Formula (LCFF) Data for the CALPADS Unduplicated Pupil Count (UPC)
- 2014–15 Graduate and Dropout Counts

A separate communication detailing how to access these data was sent to county and district superintendents and Charter School Administrators of LEAs and Independently Reporting Charter Schools (IRCs) receiving a private preview. This communication also summarizes the data correction process and schedule. LEAs should take advantage of the private preview to ensure they reported their data accurately in CALPADS, because the reported data are used for funding purposes and are posted publicly on DataQuest.

The enrollment, EL, graduate, and dropout reports included in the private preview are the same reports provided in past years that reflect how the data will be posted on DataQuest. These reports show official enrollment, EL, and graduate/dropout counts based on the certified data. The CALPADS Unduplicated Pupil Count (UPC) data file includes the data that are used to determine funding for the supplemental and concentration grants in the Local Control Funding Formula (LCFF), described in more detail below.

NOTE: The 2015–16 Reclassified Fluent English Proficient (RFEP) data and the 4-year graduation cohort rate report are not provided in this private preview. These data will be added to the private preview for LEAs to review in early March. The cohort rate is developed using data from the Operational Data Store (ODS) and not Fall 1 certified Census Day data, and LEAs will have an opportunity to review and update these data before it is finalized.

CALPADS UPC File

The data in the final 2015–16 CALPADS UPC file certified by March 18, 2016 will be used in the 2015–16 Second Principal Apportionment (P-2) to calculate actual 2015–16 LCFF entitlements. Note that the 2015–16 Fall 1 data certified on December 18, 2015 were **not** used in the calculation of the First Principal Apportionment (P-1) which LEAs will receive in mid-February. More information on the P-1 apportionment will be available later in February on the CDE Principal Apportionment, Fiscal Year 2015–16 Web page at <http://www.cde.ca.gov/fq/aa/pa/pa1516.asp>.

It is recommended that LEAs carefully review these CALPADS UPC data and make any necessary corrections by the close of the March 18, 2016 Fall 1 amendment window. CALPADS will not refresh any Fall 1 snapshot data after the close of the amendment window; therefore any corrections not certified in CALPADS by the March 18, 2016 deadline must be made through the audit process. The CDE will publicly release the official 2015–16 CALPADS UPC data in conjunction with the certification of the 2015–16 Second Principal Apportionment (P-2) in June 2016.

The preliminary CALPADS UPC data file includes four data worksheets which are described below. For additional information about each worksheet, refer to the detailed descriptions that accompany each worksheet:

1. **CALPADS LEA-Level UPC Worksheet:** This LEA-level worksheet includes an aggregation of the Fall 1 data that LEAs certified as part of Certification Report 1.17 – FRPM/EL/Foster Youth – Count.
2. **CALPADS School-Level UPC Worksheet:** This school-level worksheet includes an aggregation of Fall 1 data that LEAs certified as part of Certification Report 1.17 – FRPM/EL/Foster Youth – Count.
3. **CALPADS District-Funded Transfers Worksheet:** This worksheet includes aggregate counts of students enrolled in County Offices of Education (COEs) whose enrollments will be attributed back to the district of geographic residence based on their Student School Transfer Category (Codes 1–4, 6). The worksheet also displays, of the total enrollment that will be attributed back to the district, the number of students (free or reduced-price meal eligible, English learner, and foster youth) who will count toward the district's UPC, which is used in determining the LEA's supplemental and concentration grant funding under the LCFF.

These enrollments were submitted to CALPADS by COEs. Districts may receive enrollments from more than one COE; therefore, when viewing the worksheet, districts should filter the data on their own district, review the counts being attributed to them from each COE, and address any questions or concerns with the appropriate COE. These discussions should occur as soon as possible so

that COEs have time to amend their data, if necessary, prior to the March 18, 2016 close of the Fall 1 Amendment Window.

4. **COE-Funded Transfers Worksheet:** This worksheet includes aggregate counts of students enrolled in charter schools operating county programs whose enrollments and CALPADS UPC Data will be attributed back to the COE based on Student School Transfer Code 5.

Focus of Review for COEs and Charter Schools Operating County Programs

COEs and charter schools operating county programs, with the exception of juvenile court schools, are required to submit the Student School Transfer Code and District of Geographic Residence Code for **all** enrolled students. The accuracy of the data reported is essential, since it will affect the supplemental and concentration funding for COEs, districts, and charter schools operating county programs. COEs and county program charter schools should work together to ensure that these fields are populated correctly in CALPADS.

COEs should also review the LEA-level file and District-Funded Transfer file in order to determine, of their total COE enrollment and UPC, the students who will remain with the COE and the students who will be attributed back to districts. These data should be consistent with what exists in Report 1.19 – COE LCFF – Count. COEs and charter schools operating county programs should review the COE-Funded Transfers worksheet in order to determine the count of students who will remain with the charter school or will be attributed back to the COE.

Summary of Key Action Items During Fall 1 Amendment Window

The key action items to be completed during the Fall 1 amendment window that are described in the section above are summarized here:

- COEs should review the LEA-level worksheet and District-Funded Transfers worksheet in order to determine, of their total COE enrollment and UPC, the students who will remain with the COE and the students who will be attributed back to districts. These data should be consistent with what exists in Report 1.19 – COE LCFF – Count. COEs should also look for consistency between the transfer of enrollment (in CALPADS) and average daily attendance (ADA) in the Principal Apportionment Data Collection (PADC), from the COE to school districts.
- School Districts should review the District-Funded Transfers worksheet by filtering the data on their district, reviewing the counts being attributed to their district from each COE, and discussing any issues with the appropriate COE. These discussions should occur as soon as possible so that COEs have time to amend their data, if necessary, prior to the March 18, 2016 close of the Fall 1 Amendment Window.

- COEs and charter schools operating county programs should review the COE-Funded Transfers worksheet in order to verify the count of students who will remain with the county/ charter school(s) and the students who will be attributed back to the COE. COEs should also look for consistency between the transfer of enrollment (in CALPADS) and ADA (in PADC) from each county program charter to the COE.

Should you have any questions, please contact the CALPADS Service Desk by:

- Submitting a service request ticket to:
<http://www2.cde.ca.gov/calpadshelp/default.aspx>, or
- E-mailing calpads-support@cde.ca.gov